

City of San José
CLASS SPECIFICATION
TITLE: HEAVY DIESEL EQUIPMENT SUPERVISOR
(3644)

DEPARTMENT	ACCOUNTABLE TO	FLSA STATUS
Environmental Services	Varies	Non-exempt

CLASS SUMMARY:

Supervises a group of Heavy Diesel Equipment Operator-Mechanics in the operation and maintenance of large diesel-driven generators and blowers, gas compressors, and peripheral equipment associated with the engines. Supervises the maintenance and operation program. Performs related work as required.

DISTINGUISHING CHARACTERISTICS:

This classification operates under general management supervision and supervises the more difficult, emergency and unusual repairs and operation changes. A typical assignment for this classification is to supervise Heavy Diesel Equipment Operator-Mechanics on an around-the-clock basis at the Water Pollution Control Plant, and supervise the plant's maintenance and operation program under general supervision of a manager, such as a Principal Civil Engineer.

Duties require a heavy level of physical exertion, including exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

QUALIFICATIONS

(These qualifications are typically required. An equivalent combination of education, experience, knowledge, skills, and abilities sufficient to satisfactorily perform the duties of the job may be substituted.)

Minimum Qualifications

Education and Experience:

High school education or GED and four (4) years of experience as a mechanic in the operation, maintenance, repair and overhaul of large diesel and spark-ignited engines, which produce air and generate electric power. The four (4) years of experience must have been performing work of a similar nature and level as the Heavy Diesel Equipment Operator Mechanic class with the City of San José (or higher classification), and must include one year of recent supervisory or lead experience.

Required Licensing: (such as driver's license, certifications, etc.)

A valid CA drivers license is required.

Other Qualifications

(Incumbents may be required to have different combinations of the listed qualifications, or more specific job-related qualifications depending on the position.)

Basic Knowledge, Skills and Abilities

(Needed at entry into the job in order to perform the essential duties.)

- Knowledge of supervision.

City of San José
CLASS SPECIFICATION
TITLE: HEAVY DIESEL EQUIPMENT SUPERVISOR
(3644)

- Knowledge of safety hazards associated with high power engines and associated auxiliary equipment, and with safety procedures.
- Knowledge of operation and maintenance of spark and diesel ignited engines, blowers, generators and auxiliary equipment.
- Knowledge of principals, procedures and practices of manual switching operations of generating equipment on a diesel-electric generating plant.
- Knowledge of methods of overhauling, repairing, servicing and cleaning large dual-fuel diesel engines, blowers, air and gas compressor units.
- Knowledge of fundamentals of electricity, its generation and distribution.
- Ability to adjust spark and diesel ignited engines and their auxiliaries according to the local demands and characteristics.
- Ability to establish effective working relationships with other City employees.
- Ability to provide lead direction and training to a group of power plant mechanics in the operation and maintenance of large diesel-driven generators and blowers, gas compressors and peripheral equipment associated with the engines.
- Ability to use computers to write reports, generate spreadsheets, and log information for internal and external use.
- Ability to use computer based monitoring information to change system operations.

Desirable Qualifications

(Knowledge, skills, and abilities; licenses, certificates, education, experience that is more position specific and/or likely to contribute to more successful job performance.)

- Ability to research, recommend and implement new and innovative repair techniques.
- Ability to adjust spark and diesel ignited engines (typically 1000 h.p. and above) and their auxiliaries according to the local demands and characteristics.

DUTY NO.	TYPICAL CLASS ESSENTIAL DUTIES: (These duties and estimated frequency are a representative sample; position assignments may vary depending on the business needs of the department.) Duties may include, but are not limited to, the following:	FRE-QUENCY
1.	Supervises various levels of Heavy Diesel Equipment Operator-Mechanics to include: prioritizing and assigning work; conducting performance evaluations; ensuring staff are trained; and, making hiring, termination, and disciplinary recommendations and any other recommendations related to the change in status of employees. May also perform work of a similar nature to those employees he/she supervises.	Daily
2.	Prepares and directs the perpetration of reports, logs and other data associated with the record keeping functions of an industrial type heavy diesel engine.	Daily
3.	Controls assigned budget to ensure that operations are proceeding within budget.	Occasionally
4.	Researches new and innovative techniques to repair large heavy diesel engines.	Weekly
5.	Ensures employees in the unit are observing safety procedures.	Weekly

City of San José
CLASS SPECIFICATION
TITLE: HEAVY DIESEL EQUIPMENT SUPERVISOR
(3644)

6.	Inspects equipment frequently to ensure safety hazards are eliminated.	Weekly
7.	Coordinates shut-downs and repairs to ensure that other sections continue to operate with efficiency and reliability	Weekly
8.	Maintains spare parts inventory for repairs and overhaul of equipment.	Daily
9.	Schedules routine and preventative maintenance, routine overhaul and routine inspections.	Weekly
10.	Directs the operation of the power switchboards to the starting and stopping of large dual-fuel and tri-fuel diesel engines, generators, blowers, gas compressors and auxiliary equipment to conform to operating conditions.	Daily
11.	Analyzes causes of trouble or failure of equipment and take appropriate action.	Weekly
12.	Recommends, supervises and occasionally assists in the making repairs and adjustments.	Weekly
13.	Recommends changes in operating and maintenance schedules and procedures.	Weekly
14.	Prepares requests for materials, fuel, tools, supplies and equipment.	Daily
15.	Reviews reports of subordinates on lubricants used, power output and other operating characteristics.	Weekly
16.	Performs other duties of a similar nature or level.	As required

*Frequency defined as %, (totaling 100%) or “Continuous” (daily or approximately 20%+), “Frequent”(weekly or approximately 15%+), “Occasional”(monthly or approximately 10%+), “As Required”(Intermittent or 5% or less)

CLASSIFICATION HISTORY : Established 5/80; Formerly Power Plant Supervisor; Revised 8/05; 3644s001